



CITY OF ATLANTA

JOB ANNOUNCEMENT

SAFETY & TRAINING OFFICER, PRINCIPAL, DEPARTMENTAL

STARTING SALARY: \$40,392

SALARY GRADE: 20

Applications Accepted From: December 5, 2005 until Vacancies are filled

Minimum Job Requirements*

Applicants for this position must have a Bachelor's degree in Occupational Safety, Industrial Hygiene, Risk Management, Worker's Compensation, Business/Public Administration, Education or a related field and three (3) years experience in safety training/investigation; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Experience in industrial safety training/investigation is preferred. Professional certification in safety or related field preferred. Experience in acquiring accreditation under ISO 9000 preferred.

Licenses and Certificates*

Applicants must possess a valid Georgia driver's license at the time of appointment. Possession of a State of Georgia CDL is preferred. Possession of an Instructor or Adult Education certificate is preferred.

Duties of the Job:

This employee provides safety supervision of work functions associated with developing, coordinating, and implementing occupational safety and health programs and services for the Department of Watershed Management, a publicly owned utility. Supervises subordinate safety officers and implementation of driving, plant, fire and hazardous materials safety programs. Duties include, but are not limited to conducting safety inspections and incident/accident investigations; analyzing work safety issues and assisting management with improved processes, recommending safety solutions, night inspections to include 24-hours including weekends and on-call, subject matter expert on safety training; conducts platform and demonstration-performance training, devises safety analysis and reporting and provide guidance to safety committees.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2120 Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

The hiring authority will contact only those applicants they deem most appropriate for the position. Letters will not be mailed to individual job applicants.

The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience

*Verification of these requirements will be required prior to appointment.

12/5/05

316060

PS#: 002373